



CYNGOR CYMUNED CHWITFFORDD / WHITFORD COMMUNITY COUNCIL

Minutes of The Meeting of Whitford Community Council

Held at St. Paul's Church, Gorsedd,

On Thursday the 10th July, 2025 at 7.00pm

1(A). 134/25

PRESENT

Councillor Caradoc W. Jones (Chair)
Councillor Paul Urquhart (Vice Chair)
Councillor Tim Barks
Councillor Alexander Lamb
Councillor Matthew J. Marshall
Councillor Sandra B. Roberts
Councillor Gareth Sharp
Councillor Melanie Wallis
Councillor Steve Watts

Clerk & Financial Officer R. Phillip Parry

1(B). 135/25

APOLOGIES

Councillor Emma Warbrick
Councillor Joseph Williams

1(C). 136/25

ABSENT

None

2. 137/25

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

The following was brought to the attention of Council Members:

- (1)** Residents concerns raised with Councillor Emma Warbrick of activity in a quarry known as White Quarries in Pantasaph. Following the Clerk's contact with the County Planning & Minerals / Waste Officers, the following was advised: A site visit has been undertaken whereby the increased activity at the site is due to temporary storage of vehicles and materials for roadworks in the area. This is permitted for a maximum of 28 days within a

calendar year under permitted development rights without triggering the need for a planning application.

- (2) The Clerk advised that this Council had been copied into correspondence to a number of Welsh Government Members, Flintshire County Council Officers together with County Councillor Chris Dolphin, that had been sent from a local resident. The correspondence referred to the Flintshire Local Development Plan, and in particular, tourism in the Lloc area.

3. 138/25

DECLARATIONS OF INTEREST

The following Declaration of Interest was declared: Councillor Gareth Sharp (Minute number: 10. 159/25 pages 9 & 10 below)

4. 139/25

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 12TH JUNE 2025

The Minutes were proposed as correct by Councillor Matthew Marshall and seconded by Councillor Paul Urquhart and formally agreed by the Members present.

5(A). 140/25

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) **Village Name Signs:** Members viewed on screen two background colour versions for the village name signs that had been received from Flintshire County Council, with a request for this Council to choose one option. The County requested a high resolution copy of the Council logo.

Members agreed the following: (1) A white background (2) The Clerk to provide the County with a high resolution copy of the Council logo.

- (2) **Red Phone Box:** The Clerk advised that a quotation had been received from Brian E. Jones (Joiner) to supply and install wooden shelving unit to the inside back of the Red Phone Box in Whitford (4 shelves with one sliding perspex door) at a cost of £360.00.

Members agreed the following: Confirmed the quotation at a cost of £360.00. The Clerk to issue a Work Order to Brian E. Jones (Joiner)

- (3) **Memorial Bench Seat:** The Clerk advised that Ken Fricker (Treetops Environmental) had advised that there would be no charge to paint the bench seat in Pantasaph and would also renew and stain the wooden slats at no cost.

- (4) **Councillor View Access to HSBC Council Bank Account:** The Clerk advised that as Councillor Joe Williams was not able to attend this evening's meeting, the process would be adjourned to the September Council meeting.

Pending Matters:

The Clerk advised, that the following matters remain in the pending file:

- (i) **Street Lighting Electricity Supply:** Still awaiting reply from the Welsh Government street lighting procurement officer
- (ii) **Carmel play Area:** Commencement of installation of additional play equipment and re-location of part existing items.

5(B). 141/25

HEALTHY FIVE VILLAGES (ADJ FROM JUNE MEETING FOR PROGRESS REPORT (CLLR SANDRA ROBERTS))

Councillor Sandra Roberts provided Members with an update to the Healthy Five Villages Project which included:

- Details of various agencies contacted
- Health and Wellbeing
- Environmental factors, physical activity, social networks, resources and strong community
- What helps individuals and communities optimise their health
- Health related activities which already exist in the 5 villages

Project proposal

- ❖ To facilitate first aid and CPR sessions that residents can access
- ❖ To survey residents' information needs
- ❖ To signpost residents of the community to resources and information to enhance their control of factors affecting their health and wellbeing
- ❖ To provide opportunities for the development of resident's knowledge and skills to empower them to make informed decisions about their health

Members agreed the following: (1) Thanked Councillor Sandra Roberts for the presentation and substantial research (2) Two First Aid & CRP sessions to be arranged – one in Carmel Village Hall and one in St Paul's Church, Gorsedd (3) The Council to cover room hire costs and refreshments.

6(A). 142/25

CORRESPONDENCE

The following correspondence had been received, that was required to be either advised to, or dealt with by the Members:

- (1) The Clerk advised that the Police Offences Web Site had not been updated since the previous meeting of this Council.
- (2) One Voice Wales: Notification that the Constitution and Governance Framework of OVW is to be amended at an Extraordinary Meeting to be held remotely on Wednesday 3rd September at 4.00pm. The current framework has been in place since 2004.

At least 20% of Town & Community Councils in Wales are required to appoint a representative to attend. Councillor Gareth Sharp advised of his availability, but wished for a second Councillor to be appointed in case of a change of circumstances.

Members agreed the following: (1) Whilst the Members have no objection, in principle, to the amendments to the constitution, they were concerned with the following paragraph: 9. There may be some additional financial implications arising from initiatives such as the creation of a Smaller Local Councils Committee - such as expenses or venue hire. The Members considered, that by the creation of smaller Local Councils Committees, it may not be efficient and effective together with

the probable increase in costs **(2)** This Council will be represented by Councillor Gareth Sharp, whereby a substitute will be arranged should Councillor Sharp not be able to attend.

- (3)** Flintshire County Council: Notification of Pre-Order consultation – Footpath No 60 in the Community of Whitford, and in particular, a diversion of the footpath, under the Highway Act 1980 – Section 119.

The Clerk advised that as the closing date for comment was prior to the July Council meeting, the Council had agreed in-between meetings by e-mail, to a no objection comment to the diversion of the footpath.

Members agreed the following: Confirmed their no objection to the diversion of footpath number 60.

- (4)** Ysgol Y Llan, Whitford. Request for the Headteacher to install a sign promoting Whitford Playgroup. The sign would replace the current signage that was placed during construction work at the school. Members were shown on screen the photographs provided by the Headteacher.

Members agreed the following: No objection.

- (5)** HSBC Bank: The current monthly charge of £5.00 for holding an account with HSBC will cease from 1st July.

- (6)** Flintshire County Council: Community Review – 2025. The Clerk advised that the Community Review is carried out by all County Councils in Wales whereafter their recommendations will be sent to all Town & Community Councils. The review covers the following:

- ❖ the number of members of the council for the community;
- ❖ the division into wards (if appropriate) for the purpose of the election of councillors;
- ❖ the number and boundaries of any wards;
- ❖ the number of members to be elected for any ward;
- ❖ the name of any ward.

Members agreed the following: The Clerk to complete the County questionnaire on behalf of this Council.

The following correspondence was forwarded by e-mail to Members:

- ❖ HyNet Hub: Consultation in relation to the Point of Ayr cable route foreshore works. Councillors to complete on a personal basis
- ❖ Flintshire County Council: Summer 2025 Play Scheme information

6(B). 143/25

CLERK'S REPORT

- The Clerk advised Members he had no report to bring to Council's attention.

6(C). 144/25

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH JUNE 2025

The Clerk, as Financial Officer provided Members with a copy of the Quarterly Statement of Accounts, as at the end of June 2025. (Electronic copies sent prior to the meeting to Councillors). The Clerk further provided Members with a breakdown in relation to the budget headings, which included income and expenditure to date. The financial documents were shown on screen together with bank statements.

Members agreed the following: Approved the Statement of Accounts, whereby the document was agreed to be signed by the Chair of Council Councillor Caradoc Jones.

6(D). 145/25

TO APPOINT A COUNCILLOR TO VERIFY, SIGN AND DATE BANK STATEMENTS

The Clerk recollected to Members that this process is required under the Council's Financial Regulations.

Members agreed the following: (1) Councillor Steve Watts appointed to verify, sign and date bank statements for the quarter: April, May and June, 2025 (2) Councillor Steve Watts confirmed to Members, that the bank statement reconciliations agreed with the end of quarter - as per above Minute - to receive and approve the quarterly statement of accounts to the 30th June 2025.

6(E). 146/25

COUNCILLOR VACANCY

The Clerk recollected Members to a Public Notice advertising the Councillor vacancy which had been displayed on the Council's web site, notice boards including the latest edition of the Five Villages Chronicle.

The Clerk further advised, that following the closing date of 12 Noon on Thursday 3rd July, 2025, one Expression of Interest had been received; this was read out in full to the Members and shown on screen.

Members agreed the following: To co-opt Richard Newsome, a resident of Carmel, as a Whitford Community Councillor.

6(F). 147/25

TO CONSIDER: COMMUNITY AWARD NOMINATIONS

UNDER SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960))

Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press and public be excluded from the meeting, for the following item of business:

The nominations for a Community Award was the only matter discussed during this closure of the meeting to the press and public.

Public Bodies (Admissions to Meetings) Act 1960, **RESOLVED** that the press and public be re-admitted to the meeting.

6(G). 148/25

TO ARRANGE ANNUAL INSPECTION: PEN Y GELLI QUARRY

The Clerk recollected to Members that the Annual Inspection of the Pen Y Gelli Nature Reserve would normally be carried out by the Sub-committee during late July to early August.

Members agreed the following: The date of the annual inspection be arranged for Saturday 2nd August at 9.00am. (Sub-committee Members: Councillors' Tim Barks, Matt Marshall and Melanie Wallis, together with the Clerk).

6(H). 150/25

TO ARRANGE: ANNUAL GRASS CUTTING IN THE BRYN

The Clerk advised that The Bryn grass cutting had been agreed at a previous meeting, whereby this agenda item should read – Grass cutting in area of Council land adjacent to Ysgol Y Llan in Whitford.

Members agreed the following: The Clerk to source an estimate from the current grass cutting contractor.

6(I). 151/25

COUNTY COUNCILLOR CHRIS DOLPHIN

The Clerk advised in relation to the following received from County Councillor Chris Dolphin:

- (1) County Council enforcement update in relation to a property in breach of planning regulations in the Lloc area. A planning application has been received but is currently invalid.
- (2) Notification in relation to the Outsourcing of catering (Schools)
- (3) Request from County Councillor Chris Dolphin for the current interpretation board sited on Community Council land at the entrance to Ysgol Y Llan in Whitford to be replaced. The current sign is dilapidated and almost unreadable. A photograph of the current sign was shown to Members on screen that had been provided by Councillor Dolphin.

Members agreed the following: The Clerk to make contact with the original printing Company in Flint and to seek the cost for a replacement interpretation board.

6(J). 152/25

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

The Clerk advised in relation to the following concern(s) that had been reported to StreetScene, since the last Council meeting:

- No matters of concern had been received and reported since the last Council meeting.

The Clerk provided the following update from Mr. Nigel Seaburg (StreetScene) Officer

- (1) Pot holes: On hill from Whitford to Sarn. *Several completed recently, with more added to system for repair.*
- (2) Pot holes: Carmel Hill. *Chaser sent to supervisor this week asking for area to be programmed in.*
- (3) Damaged directional sign: On Penfforddylan Roundabout (Misty Waters). *Ticket raised and chaser sent to supervisor.*
- (4) Blocked Gullies: Near to Maes Achwyfan Monument. *Request passed to supervisor.*
- (5) Grass removal: In area between the kerb and road and pathways in Parc Gorsedd. *Weed spraying request has been passed to the supervisor.*

- (6) Grass removal: Obstruction to vehicle view at end of Pant Y Wacco area. *Area will be cut by the contractor when three lane section is being cut at Lloc on 30.6.25*
- (7) Hedge requires cutting back: Llwyn Ifor Lane towards Golf Club. *Inspected and it looks more of a verge problem, these will be cut as per policy in July/August.*

Members brought the following concerns to the meeting:

(1) Street Scene

- Carmel Road, Carmel: Following a number of pot hole repairs, the road appears to be in need of resurfacing

(2) Public Rights of Way

- ❖ Glol Woods: Rights of way footpaths require cutting back
- ❖ Glol woods: Broken styles by entrance to the footpaths requires attention (photograph provided)
- ❖ Between the Milk Shed and Ty Newydd Farm: Rights of way footpaths require cutting back

The Clerk advised, that the above concerns would be brought to the attention of StreetScene.

7. 153/25

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) One Voice Wales: Councillor Gareth Sharp advised of his attendance at a recent meeting of the area Committee.
- (ii) Ysgol Bro Carmel: Councillor Gareth Sharp, as the Council's representative School Governor advised in relation to his attendance at a Governor's meeting, whereby the following was discussed:
- (i) Budget, staffing and Estyn inspection due in 2026.
- (ii) Councillor Sharp wished to seek Members views in relation to the purchase of School Kid Cut Out Pavement Sign - Don't Park Here, and in particular, to this Council considering the purchase of a number of the signs for the school which would improve safety.

Members agreed the following: (1) Were amicable to purchase up to four of the signs at an approximate cost of £152.96 each plus VAT and possibly a delivery cost (2) The Clerk to write to the Head Teacher with a request to kindly make contact with County Highways and to seek their confirmation, that they would allow the signage to be placed within the pavements areas, whereby possibly a risk assessment may be required.

- (iii) Councillor Sharp discussed with Members a visit by Ysgol Bro Carmel Pupils School Council to a specially arranged afternoon at a Whitford Community Council meeting.

Members agreed the following: The Councillors would be pleased to facilitate this. The Clerk to write to the Head teacher to discuss

8(A). 154/25

PLANNING APPLICATIONS

The following planning application had been received:

- Application number: FUL/000280/25 - for proposed removal of current structurally unsafe pre cast garage to be replaced with new pre cast garage (retrospective), at 37, Ffordd Aelwyd, Carmel.

Comment by Council: No comment.

(The above application was sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).

8(B). 155/25

Members formally confirmed the above decision.

8(C). 156/25

The following planning applications were considered by Members at the meeting:

- (1) Application number: FUL/000502/25 – Proposed conversion of an existing detached garage to an annexe for holiday rental accommodation, at Le Mirage, Whitford Road, Whitford.

Comment by Council: Concerns expressed with highway safety and access to the property, including increased traffic.

- (2) Application number: FUL/000467/25 – Proposed demolition of existing garage, erection of new gym outbuilding, erection of a new workshop building and erection of stone wall to front and timber fencing to side of dwelling, at Bryn Teifion, Babell Road, Pantasaph

Comment by Council: Subject to compliance with relevant policies and planning guidance notes, then no objections raised.

- (3) Application number: FUL/000518/25 – Proposed alterations to existing conservatory to provide dining room, at Linden House, 2 Druids Close, Gorsedd.

Comment by Council: Subject to compliance with relevant policies and planning guidance notes, then no objections raised.

8(D). 157/25

PLANNING DECISIONS

The following planning decisions have been received from Flintshire County Council:

- (i) Application number: FUL/000215/25 - Demolition of existing detached garage. Erection of wooden shed on the opposite, at Halfway Cottage, Mertyn Lane, Carmel. Approved
- (ii) Application number: DET/000252/25 - Application for Approval of Details Reserved by Conditions 3, 6 and 7 – at McDonalds Restaurant, Lloc. Approved
- (iii) Application number: FUL/000172/25 - Proposed reinstatement of former door opening and insertion of new external door, at 6, St Clare's Court, Monastery Road, Pantasaph. Approved

- (iv) Application number: FUL/001103/24 - Earth banked nutrient storage lagoon, at Bryn Coch Farm, Whitford. Approved
- (v) Application number: FUL/000704/24 - Replacement dwelling and associated works, at Sarn Farm, Whitford. Approved

9. 158/25

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<p><u>Payments made – to be confirmed:</u></p> <p>Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for June) Payments dated: 01/07/2025</p> <p>Direct Debit: HSBC Bank (charges) Payment dated: 01/07/2025</p> <p><u>Payment for confirmation at meeting to be paid by BACS:</u></p> <p>H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - April, May & June 2025</p> <p>Treetops Environmental (K Fricker): Litter picking contract</p> <p>St Paul's Church, Gorsedd (Council meeting room hire – February, March, April, May, June & July)</p> <p>Direct Debit: Scottish Power (June - Street Lighting Electricity Account - payment due: 17/07/2025)</p> <p>(All invoices listed have been 'examined, verified and certified' by the Clerk)</p>	5.00		5.00
		1,218.54		1,218.54
		700.00		700.00
		240.00		240.00
		534.86	106.97	641.83

10. 159/25

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted
	<p>Carmel Village Hall (Application for funding towards renovation of the boundary railings)</p> <p>Members agreed the following:</p>	

	<p>(1) To provide a grant of £2,000.00 towards the cost of the new Carmel Village Hall boundary railings (Section 19 LGA 1976)</p> <p>(2) The funds to be ring-fenced and will be released to the Village Hall when the Hall have sufficient funds for the work to commence</p> <p>(3) Should the Hall have received the one quotation, the Council would appreciate consideration for further quotations to be sourced</p> <p>Note: Councillor Gareth Sharp declared an Interest (Minute number: 3. 138/25 on page 2 above)</p>	
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11. 160/25

Members agreed the payments of the above accounts and financial support as listed.

There being no further business, the Chair thanked everyone for attending and closed the meeting.

SIGNED BY CHAIR OF COUNCIL:.....

**DATE OF
APPROVAL:.....**